

... OFFICE OF ...

State Superintendent,

MADISON, WISCONSIN.

A Circular Relating to School Libraries.

To Town Treasurers and Town Clerks:

Several important amendments pertaining especially to the duties of Town Treasurers and Town Clerks with reference to school libraries, are embodied in Chapter 47, Laws of 1895, known as the Town Library Law. The text of the law is given in this circular for the convenience of those concerned immediately in carrying out the provisions of the act. The attention of Town Treasurers is invited to Sec. 1, which makes it *mandatory* "to withhold annually * * * an amount equal to ten cents for each person of school age residing in such districts for the purchase of books as hereinafter provided." Heretofore the retention of the money for the purchase of books has been optional with Town Treasurers. Section II provides that the Town Clerk in expending the money, shall call to his assistance the county superintendent. The county superintendents are intimately acquainted with the individual needs of the schools under their supervision and can therefore give valuable aid in the selection and distribution of books for the libraries. Sections III and IV are practically unchanged. Section V directs that, "during the periods that the school is in session, the library shall be placed in the school house and the teacher shall act as librarian under the supervision of the district clerk or of the librarian elected at the annual meeting." Will the Town Clerks kindly call the attention of District Clerks to this provision? The provisions of section VI could not be carried out in full this year because there was an insufficient number of Farm Institute Bulletins to supply one to each school library, as explained in a previous circular to Town Clerks from this department.

Any further information desired by officers charged with the enforcement of this law will be promptly furnished by the state superintendent.

Respectfully yours,

J. Q. EMERY,*State Superintendent.*

JUNE 8, 1895.

CHAPTER 47, LAWS OF 1895.

SCHOOL LIBRARIES.

SECTION 1. The treasurer of each town in this state shall withhold annually from the money received from the school fund income for the several school districts whose school-houses are located in the town of which he is the treasurer, an amount equal to ten cents for each person of school age residing in such districts for the purchase of books as hereinafter provided.

SECTION 2. Between the tenth day of July and the thirty-first day of August in each year, the town clerk, with the assistance of the county superintendent of schools, shall expend all money withheld by the town treasurer as provided in section 1, of this act, in the purchase of books selected from the lists prepared by the state superintendent as hereinafter provided, for the use of the several school districts from which money has been so withheld, and he shall distribute the books thus selected and purchased, among the several school districts, in proportion to the sums of money withheld from each.

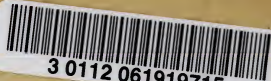
SECTION 3. It is hereby made the duty of the state superintendent to prepare annually or biennially, as he may deem necessary, lists of books suitable for use in school district libraries, and furnish copies of such lists to each town clerk and each county superintendent, as often as the same shall be published or re-

vised, from which lists the several town clerks shall select and purchase books for use in the public school libraries in the several towns of the state as provided in this act.

SECTION 4. It shall be the duty of each town clerk to keep a complete record of the books purchased by him and distributed to the several school districts, in a record book furnished by the state superintendent upon application, and he is hereby authorized from time to time, as he may deem necessary, to collect and redistribute among the several school districts the books, purchased under the provisions of this act, in the same manner as provided for first distribution, to the end that each district may have the use of all books purchased for use in the school district libraries of the town. For such services properly rendered, the town clerk shall be allowed the usual per diem of two dollars for the time actually and necessarily spent.

SECTION 5. Unless the school district shall, at the annual meeting, elect some other person to be librarian of the district, the district clerk shall act as librarian for the district and shall receive and have the care and custody of the books, distributed to the district, pursuant to the provisions of this act, and shall loan them to teachers, pupils and other residents of the district in accordance with the rules and regulations prescribed by the state superintendent. It is further provided that during the periods that the school is in session the library shall be placed in the schoolhouse and the teacher shall act as librarian under the supervision of the district clerk or of the librarian elected at the annual meeting. The state superintendent shall have authority to suspend the operation of this act for any year in any or every town, by giving due notice of such suspension to the respective town clerks on or before the tenth day of June.

SECTION 6. The superintendent of farm institutes shall deposit, each year, with the state superintendent of public instruction a sufficient



number of copies of the farm institute bulletin to supply every public school library of the state with one copy of each addition of said bulletin, which bulletins the state superintendent shall send to the various town clerks who shall distribute them to the public school libraries of the schools in their respective towns, from which libraries the said bulletins shall be loaned in like manner and under the same regulations prescribed for the loaning of books from the public school libraries of the state.